



FIELD CAP PRESENTS

# OILFIELD TICKET SOFTWARE 101

## FIELD TICKET SOFTWARE 101

# WHAT DOES IT DO EXACTLY?

Field ticketing software (or electronic or digital field ticketing) has one main purpose: to allow oilfield service companies to use electronic devices and the internet to complete and process field tickets so they don't have to rely on paper forms, spreadsheets and emails to get that data back to the office and processed properly.

By replacing handwriting with clicking or typing, users of field ticket software reduce costly errors, eliminate the need to constantly review everything and re-type the same information into multiple different systems, and automate time-consuming tasks like reporting.



### ORGANIZED

Electronic tickets are stored in the cloud connected to jobs and customers with all the related data and attachments.



### EFFICIENT

Electronic tickets are easy to create and available for review and processing in real time. Enter data once and feed it to people and systems that need it.



### ACCURATE

Less handwriting and typing reduces costly errors and requires less manual review and oversight.



## FIELD TICKET SOFTWARE 101

# WHAT ARE FIELD TICKETS



The term field ticket is most often used to describe LEM sheets (Labor, equipment and materials) that are primarily used to track the items that will be invoiced to the customer so that they can be reviewed and approved by a customer representative on the job site. This ensures that when the invoice reaches the A/P department at the customers office it will get paid and coded appropriately because what you are invoicing matches what their field representative signed off on.

That said, the term field ticket is also used generically to describe other data capture forms that are used in the field. (See above right)

This is just a handful of the more common types of tickets. There are many others and thousands of variations. Oilfield companies have unique data needs that support their operations, customer and reporting.

### DIFFERENT TYPES OF FIELD TICKETS IN THE OILFIELD INCLUDE:

- ✓ LEM Sheets for billing
- ✓ Time Sheets for payroll
- ✓ Expenses
- ✓ 3rd Party Charges
- ✓ Run/Equipment Usage
- ✓ Inspection forms
- ✓ Maintenance
- ✓ Work Orders
- ✓ Safety Forms
- ✓ Compliance forms
- ✓ Check lists



Author's Note

## MODULAR MATTERS

FieldCap is a modular system that gets tailored to match your existing tickets, layouts, lingo and calculations. This makes roll out and adoption easier.



"We were looking for a solution to simplify the paperwork process and streamline our approval & billing operations" **Jackelyn Rideout, Elite Automation**



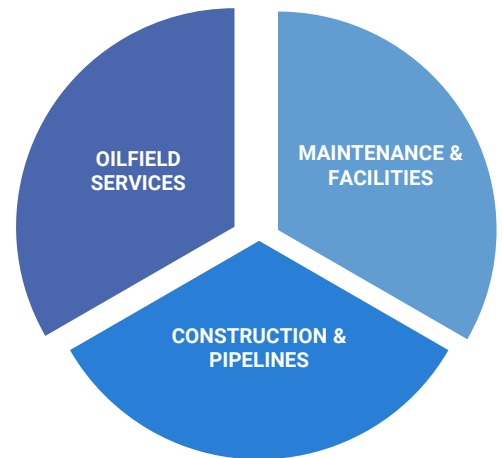
## FIELD TICKET SOFTWARE 101 WHO IS OILFIELD TICKET SOFTWARE FOR?

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Electronic or digital field ticket systems are made for companies operating in the oilfield that drive revenue by performing work for oil companies and charging them for the Labor, Equipment & Materials used to complete that work.

Types of services that use field ticket software systems include:

- ✓ Oilfield Construction
- ✓ Lease Construction
- ✓ Pipelines
- ✓ Well Services
- ✓ Wireline
- ✓ Facilities
- ✓ Inspections & Tests
- ✓ Repair & Maintenance
- ✓ Equipment Rentals
- ✓ Environmental
- ✓ Trucking & Hauling
- ✓ Drilling & MWD
- ✓ Abandonment
- ✓ Waste Management
- ✓ Engineering
- ✓ Fracturing
- ✓ Casing & Tubing
- ✓ Containment
- ✓ Camps
- ✓ Fluid Management



## FIELD TICKET SOFTWARE 101 WHO ARE THE MAIN USERS?

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### FIELD WORKERS

Tickets & Timesheets

### FIELD CREWS

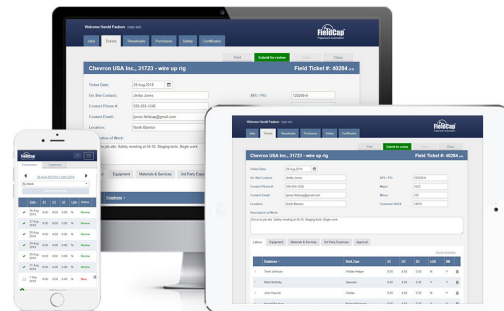
Tickets & Timesheets

### FIELD SUPERVISORS

Tickets & Approvals

### OFFICE ADMINISTRATORS

Jobs. Tickets. Billing.



### ACCOUNTING STAFF

Invoicing & Reporting

### PAYROLL ADMIN

Payroll & Bonuses

### MANAGEMENT

Tracking & Reports

### OWNERS & EXECS

Tracking & Reports



*"My field guys love it because it's easy to use and I love it because they love it (and actually use it). The product is great and the FieldCap team is even better!!" Rex Brigan, President, Global Energy Services*



## FIELD TICKET SOFTWARE 101

# HOW DO FIELD TICKET SYSTEMS WORK?



Field ticketing software works by replicating an oilfield company's field tickets and forms with online versions that can be accessed via the internet from electronic devices such as phones, tablets and personal computers. When the company is hired to do some work a new job is created in the system, rates and prices are assigned, and people and equipment are assigned as well. The system will assign a unique job number to that ticket that will automatically be connected to every ticket or form that is created and saved as part of that job.



With an electronic system, workers select each line item on tickets and other forms from pre-populated drop-down menus. This simple change eliminates errors caused by messy hand-writing or incorrect calculations because the system automatically does that for them. It also connects the office and the field with accurate, real-time data in a way that paper and spreadsheets cannot.

## ACCURACY IN = ACCURACY OUT



### Office Staff

Create jobs. Manage rates and pricing. Assign people & equipment.

### Field Staff

Enter tickets & forms. Get them signed in the field. Submit to the office for review/approval.



### Common Outputs

- Ticket-to-invoice
- Payroll & bonus data
- Exports to accounting
- Job costing reports
- Operation reports
- Ticket status reports
- Customer reports



*We are very happy with Field Cap. It has reduced our error rate, increased our efficiency, and the guys in the field love it!*  
**Paul Poscente, President & CEO.**  
**Backwoods Energy Services**





# WHAT ARE THE MAIN BENEFITS OF A TICKET SYSTEM?



Field ticketing software can be used to streamline many different business functions. At a minimum it is generally used to create and track jobs, manage and process tickets, generate reports and export to other systems like accounting.

## AUTOMATE & STREAMLINE

- ✓ Job scheduling and tracking
- ✓ Managing and processing tickets
- ✓ Tracking people and equipment
- ✓ Tacking safety and compliance
- ✓ Exporting to payroll and accounting
- ✓ Generating reports
- ✓ Onboarding



*"Greatly helped to streamline our processes for the people who are entering their job information and the accounting personnel who are processing it".*

*Erin Damiani, Mountain West Services*



## In The Field...

No paper. No spreadsheets.

- ✓ Easily create tickets
- ✓ Any location or device
- ✓ Less data entry & errors
- ✓ Easy customer approvals
- ✓ Send to office in real time



## In The Office...

Everything in one place.

- ✓ Keep jobs & tickets organized
- ✓ Get accurate field data
- ✓ Less data review & re-entry
- ✓ Convert tickets to invoices
- ✓ Easily create reports



## Management

Get real-time information.

- ✓ Know where people are
- ✓ Know where equipment is
- ✓ Know how jobs are doing
- ✓ Know where your costs are
- ✓ Grow efficiently



FIELD TICKET SOFTWARE 101

# WHAT KIND OF PROBLEMS DOES IT SOLVE?

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There is a reason many of the most successful oilfield service companies today have software in place for tracking jobs & tickets, getting customer approvals, and converting ticket data into invoices and reports. It is quickly becoming a must have rather than a nice-to-have.

Your customers want speed, efficiency and accuracy and in order to make that happen you need software to help you solve the biggest problems.



Lost, late or inaccurate tickets



Inefficient manual reviews & oversight



Double-entry of the same information



Billing delays and rejected invoices



Missed charges & incorrect pricing



Re-typing into other systems



Time-consuming reporting



Email overload & clunky shared folders

Customer: Peterson E+P  
Job: 1864-92  
Location: Waxton Valley  
Date: July 10, 2014

Labor	Rate	Amount
4-Hold Hand	204	204
1-Hold Hand	205	205

Equipment	Rate	Amount
Vac Truck	802	802
Mud Pits (1)	908	908
Mud Pits (2)	114	114
Sealoffs (12)	1142	1142

Materials	Rate	Amount
Drill Fluid 116	116	116
Welding Rods	234	234

Approved By: James Duncan  
Name: James Duncan  
Title: Site Supervisor  
Signature: [Signature]



## FIELD TICKET SOFTWARE 101

# HOW CAN I ENSURE IT'S SUCCESSFUL?



Here are some tips, that can help ensure you get off on the right foot and realize all the benefits sooner.

### Have Clear Objectives

Do some work ahead of time to really clarify which problems are costing you the most time and money or hindering your growth. Rank them in order and park the rest for later.

### Choose The Right Vendor

In the beginning don't get too hung up on features and technical stuff. Find a software company that gets you and feels right and trust their process. Make sure they have lots of testimonials and references from similar customers and let them show you the way.

### Keep It Simple

Don't fall into the trap of trying to solve every problem all in one go. Use the 80/20 rule. If field tickets are your big problem, start there and add requirements sparingly. The less you attempt at the start the easier it will be for your team to get the big wins early.

### Keep Your Leadership Involved

The biggest threat to your success will be idea overload (complexity). Saying no will be critical to remaining focused on your objectives. Make sure senior leaders stay involved all the way through so they can say no at the right times and keep things simple.

### Commit 100%

Once you say go, go for real. Get to the benefits as fast as possible and empower your team to make it happen. Make sure the right members of your team will be available to work with your chosen vendor regardless of how busy things get on your end. It's important so treat as such.

### Burn The Boats

If you can avoid it, don't bother with any pilot projects or "soft launches". All those do is give people excuses to go halfway and point fingers. The most successful companies just pull the plug and go. Bumps are inevitable but these companies remain focused on moving forward and get to the promised land faster and cheaper.





# HOW DO I KNOW IT'S RIGHT FOR MY BUSINESS?

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You know it's right for your business because it is the way of the future and because other smart businesses in your industry are already living with the benefits right now. You know that accurate real-time data and improved cash flow will help you win more work and keep more customers.



*"FieldCap has allowed us to capture field data in real time and manage jobs more efficiently"* **Mike Buker, President, Phoenix Energy Services**



*"Radically improved collection of data, approval process, client reporting, and billing cycles."* **Scott McGarty, Summit Decommissioning Services**



*"FieldCap has dramatically increased our visibility of what is happening in the field and reduced our book-to-bill time."* **Rex Brigan, President, Global Energy Services**



*"The system has provided our clients with an improved mechanism to review and approve field tickets electronically."* **Joel Block, Manager, SWAT Consulting**



*"Allowed our company to streamline multiple major business functions, including operations, payroll and revenue."* **Chad Macumber, Scientific Drilling International**



*"Implementing FieldCap software has truly streamlined our business and helped us better manage our growth."*

Scott Bissell, President

**75% IMPROVEMENT  
IN DSO (A/R TIME)**

## USER SURVEY

Field, Office & Management



How satisfied are you with FieldCap?



How easy is FieldCap to use?



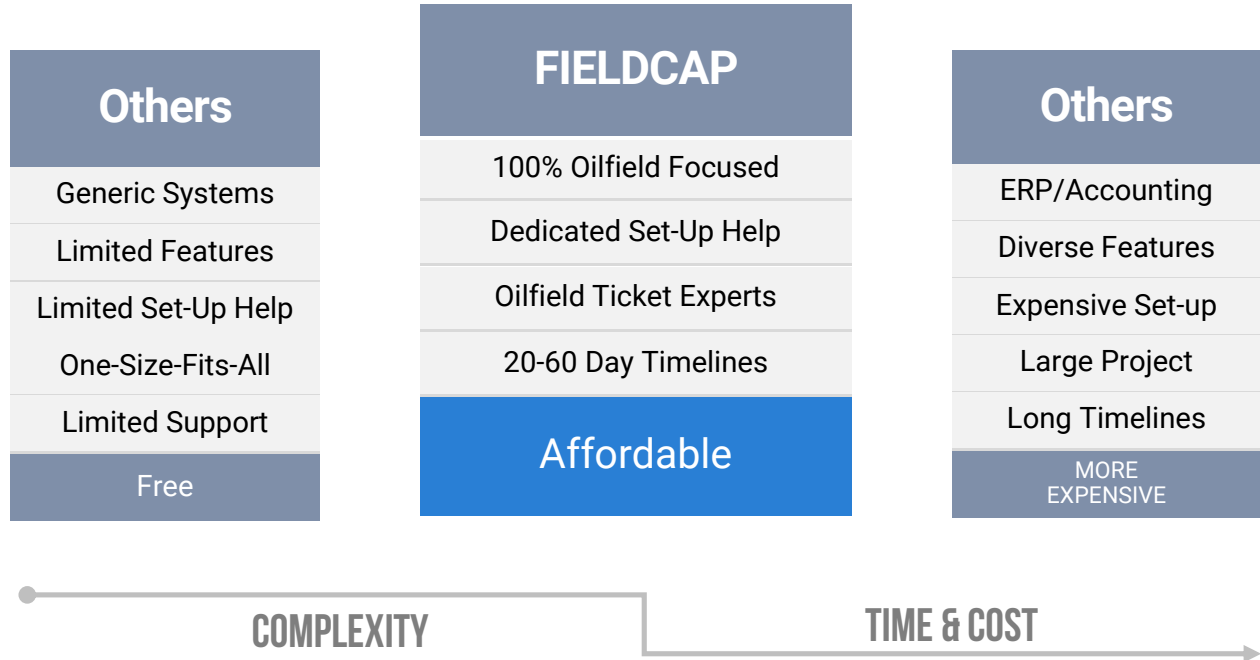
Would you recommend FieldCap to others?



# HOW MUCH DOES FIELD TICKET SOFTWARE COST?

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Field ticket software is generally priced the same way that most modern software is. There is a fee that is charged at the beginning to cover the costs of getting it all set up, training people and helping you transition. After that there is a monthly License Fee for the ongoing usage of the software.



## HOW MUCH WOULD YOUR FIELD CAP COST?

Check all the things you are interested in and Email this checklist to [get-started@fieldcap.ca](mailto:get-started@fieldcap.ca)  
We will provide you with a free quote!

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Job Tracking  | <input type="checkbox"/> Digital Signatures | <input type="checkbox"/> Ticket-To-Invoice      |
| <input type="checkbox"/> Field Tickets | <input type="checkbox"/> Digital Stamps     | <input type="checkbox"/> Accounting Integration |
| <input type="checkbox"/> Time Sheets   | <input type="checkbox"/> Pre-filled Headers | <input type="checkbox"/> Payroll Exports        |
| <input type="checkbox"/> Safety Forms  | <input type="checkbox"/> Job Costing        |   |
| <input type="checkbox"/> Other forms   | <input type="checkbox"/> Mobile/Offline     |   |

